

	Program Purposes	Examples of Allowable Programs/Services	Examples of Non-Allowable Programs/Services	Reporting Requirements	Funding Methods
<p>TANF-Temporary Assistance for Needy Families</p> <p>3-6-06</p>	<p>Over the past couple years the Iowa Legislature has earmarked a portion of federal TANF funding for the purpose of supporting Decat services and the juvenile justice graduated sanctions programs administered by Juvenile Court Services.</p> <p>TANF funding comes with federal restrictions on the purpose areas in which funds can be expended. The Department decided that TANF funds allocated for Decat services and the graduated sanctions programs would only be used for programs that fall under Federal TANF Purpose Area #3: "To support programs directed to children, parents, or families that help to prevent or reduce the incidence of out-of-wedlock pregnancies and births."</p> <p>Programs that can be funded under TANF Purpose Area #3 include a wide variety of programs whose objectives relate in some manner to child abuse prevention. This is because there is a considerable body of research supporting the link between child abuse victimization and an individual's increased risk for experiencing or causing a subsequent out-of-wedlock pregnancy/birth.</p>	<ul style="list-style-type: none"> Family team meeting facilitation Juvenile Court Services graduated sanctions programs Summer youth programs for at-risk children Teen pregnancy prevention programs Family planning services Male or father's support programs Before and after school programs Support programs for pregnant or parenting teens, when the program's purpose is to prevent subsequent out-of-wedlock pregnancies/births. Family reunification services Crisis and respite child care Interpretation services to support delivery of other programs Child welfare transportation support programs Programs to maintain at-risk children in educational settings Anger management and life skills instruction programs Self-esteem building classes Relationship-building instruction Parent education programs Child abuse prevention programs Legal support services to promote permanency and well-being for children Home visitation programs to support at-risk parents Substance abuse services, including testing and substance abuse 	<p>While TANF Purpose Area #3 allows considerable flexibility, there are several explicit federal prohibitions on the use of TANF funds that must be considered. These are:</p> <ul style="list-style-type: none"> TANF funds can not be used for the costs of medical services* other than pre-pregnancy family planning and substance abuse testing services TANF regulations specifically prohibit use of funds to support any maintenance costs for children placed in any kind of out-of-home setting, including shelter care, family foster care and group care. This includes any support for therapeutic treatment level foster care programs TANF funds cannot be used as match funding to obtain any other federal funding <p>Other Non- Allowable Programs/Activities Include:</p> <ul style="list-style-type: none"> Paying for client fines or fees imposed due to illegal activities Decat coordinator, case aide, or clerical support positions TANF funds cannot be used to support state administrative staff positions Payments to Fiscal Agents to process payments or provide bookkeeping/accounting services - as opposed to 	<ul style="list-style-type: none"> Decat projects and JCS are encouraged to require contractors to submit quarterly progress reports as part of their contracting requirements There are no specific requirements for Decat projects or JCS staff to submit reports, or copies of provider reports, to Central Office on TANF-funded programs Department Central Office Fiscal Management staff- Deanne Alsup- complete the required federal TANF fiscal reports 	<ul style="list-style-type: none"> Specific Contracting Rules Concerning TANF Funds: <ol style="list-style-type: none"> Contractors must maintain any advance payments from TANF funded contracts in non-interest bearing accounts so that the contractor does not profit from interest earned on public funds State funds can be used to pay for program expenses that can not be funded through TANF. For example a TANF- funded family reunification program could use TANF funding for its service components and state funds for "hard goods" such as furniture, rent and rent deposits, household supplies, and emergency food supports, etc. TANF funded contracts must be tracked separately from contracts funded with state or other dollars- this is done by assigning a specific contract number to Decat and JCS contracts using TANF funds Since TANF funds are less flexible than state dollars, it may be advisable to spend TANF funds first and save more flexible state dollars to fund programs that TANF can not support State funding, or other

	Program Purposes	Examples of Allowable Programs/Services	Examples of Non-Allowable Programs/Services	Reporting Requirements	Funding Methods
		<p>prevention activities</p> <ul style="list-style-type: none"> Domestic violence intervention and support programs Indirect program administrative costs [agency office expenses, office furniture, computer equipment costs, office supplies, utilities, supervision, accounting, telephone, copying expenses, etc.] incurred by the agency directly providing one of the above allowable programs. <p>Indirect costs are limited only to expenses incurred in delivery of the TANF-funded program; <u>indirect costs from the delivery of non-TANF programs provided by the agency cannot be included. If an agency provides both TANF and non-TANF funded services, the agency must cost allocate indirect costs between the two and document the basis of their cost allocation approach.</u></p>	<p>allowable program indirect costs incurred by the agency directly providing a TANF-funded program</p> <ul style="list-style-type: none"> TANF funds cannot be used for the purchase of “hard goods” for clients such as: furniture, appliances, groceries, utility payments, rents, etc for children and families- Funds must be used to support programs, not goods. <p>*Medical services and treatment are considered to be the types and categories of medical care that would be available to a recipient of the State of Iowa Title XIX Program</p>		<p>available dollars, can be used to support programs once TANF dollars are depleted</p> <ul style="list-style-type: none"> TANF funds are allocated to Decat and JCS programs in accordance with the state fiscal year [July 1- June 30] Unused TANF funds do carryover for Decat projects beyond the state fiscal year in which they are first allocated These unspent TANF funds will be included in a Decat project’s carryover and will remain available to the project until the close of the succeeding fiscal year Central Office staff from the Financial, Health, and Work Supports Division will be performing a review of a random sample of TANF-funded contracts from each service area and JCS district to ensure compliance with TANF requirements Any necessary corrective action resulting from these reviews will be communicated to the appropriate DHS or JCS staff
PSSF Community Planning Funding	Promoting Safe and Stable Families [PSSF] Community Planning federal funds are used by DHS to support site development and expansion of the Community Partnership for the Protection of Children [CPPC] Initiative. The Department is providing each existing CPPC site with \$20, 000 annually. Each new	<ul style="list-style-type: none"> Family team meeting facilitation Coordination of shared decision-making groups Coordination of neighborhood/community networking activities Family team meeting facilitation training 	<ul style="list-style-type: none"> No ongoing funding to sustain direct service programs No purchases of computers, printers, or audio-visual equipment Paying for client legal fees or fines imposed due to illegal activities 	<ul style="list-style-type: none"> Existing CPPC sites that receive support are required to submit a proposed plan and budget to the CPPC program manager Sandy Lint by November 1 of each fiscal year The CPPC program manager reviews the plan and resolves any questions before approving 	<ul style="list-style-type: none"> These PSSF fund are allocated and expended on a Federal fiscal year basis [October 1- September 30] Funds must be expended for activities and products provided and/or delivered by 9-30 of the fiscal year

	Program Purposes	Examples of Allowable Programs/Services	Examples of Non-Allowable Programs/Services	Reporting Requirements	Funding Methods
	<p>CPPC site receives \$10,000 during their first year and then the \$20,000 annually.</p> <p>The primary focus of this CPPC funding support is on community development and promotion of the CPPC model. The intent is that CPPC sites will use these funding resources to support development of activities within each of the four [4] CPPC strategies and not for ongoing support of direct service programs.</p>	<ul style="list-style-type: none"> Development and printing of brochures and informational materials targeting enhanced public awareness of the CPPC initiative Training and technical assistance Community and/or neighborhood events and activities designed to promote CPPC awareness and recruitment of volunteers for the initiative Community planning activities and events Public awareness initiatives Limited utilization of funding on a short-term start-up basis for direct service programs Domestic violence and substance abuse training and education programs <p>Note: PSSF Community Planning funds are designed to be used flexibly for a wide variety of local-level activities to promote CPPC site development. Therefore DHS has provided sites greater flexibility to use these PSSF funds for fiscal agent functions than is available with the other PSSF funds.</p> <p>PSSF community-planning funds primarily support; community planning, public awareness, coordination, and training activities rather than service programs where administrative costs would be fixed and straightforward.</p> <p>CPPC sites may use PSSF Community Planning dollars to include a reasonable fee for vendors to cover their payment processing/administrative costs as a necessary but incidental part of delivering the community training, coordination,</p>	<ul style="list-style-type: none"> Spending funds for program or activities that have not been received approval, either through approval of the site's CPPC plan or through verbal approval from the BDPS- CPPC program manager Sandy Lint 	<ul style="list-style-type: none"> CPPC sites receiving support must submit an annual progress report and budget expenditure summary to the CPPC program manager by October 15 for the previous funding period [October 1-September 30] 	<ul style="list-style-type: none"> Unspent funds do not carryover into a Decat project's carryover account No advance payments of contract amounts are allowed with this funds, as is permitted for Decat contracts with a contract value of \$10,000 or less that are funded with state or TANF dollars. BDPS may conduct a review of a random sample of contracts funded through this funding stream for quality control purposes

	Program Purposes	Examples of Allowable Programs/Services	Examples of Non-Allowable Programs/Services	Reporting Requirements	Funding Methods
		<p>community event and public awareness activities, etc. that represent the core purpose of this funding.</p> <p>When developing contracts for these funds, Decat projects should list as the primary purpose in the contract the allowable activity being supported [such as “support for community planning activities” or “coordination of neighborhood networking activities”] and not the “fiscal agent” function or fee that is only incidental to the funding purpose.</p>			
PSSF Family Preservation Funding	<p>Promoting Safe and Stable Families [PSSF] Family Preservation funding is designed to support services for children and families, including adoptive and extended families, that are at-risk or in crisis. These funds can be used for Pre-Placement Prevention programs designed to prevent family disruption and the unnecessary removal of children from their homes.</p>	<ul style="list-style-type: none"> Intensive family preservation Post-adoptive support services Counseling for children and/or families Crisis intervention programs to preserve families Educational and skill building programs for children and parents Parenting programs Case management services Crisis child respite programs Day care support for families Family budgeting programs Homemaker and parent aide programs Transportation support to allow families to access services Provision of concrete support items/goods to preserve families 	<ul style="list-style-type: none"> Case aide positions Paying client fines or fees imposed due to illegal activities Decat coordinator or clerical support salary costs Expenses of any sort connected with maintenance of a child’s out-of-home placement Fiscal agent fees or fiscal costs not directly associated with costs incurred by the provider of the service or program 	<ul style="list-style-type: none"> Decat projects are encouraged to require quarterly reports from contractors- these do not need to be sent to the BDPS- PSSF Program Manager Jo Lerberg 	<ul style="list-style-type: none"> This funding stream is based on the Federal fiscal year [October 1- September 30] Funds must be expended for programs and services delivered through 9-30 of the fiscal year PSSF funds do not carryover from year to year and do not become part of a Decat project’s carryover PSSF contracts are reimbursed on an expense basis. No advance payment of contract amounts are permitted as is allowable for Decat contracts funded with state or TANF dollars with a contract value of \$10,000 or less The BDPS PSSF Program Manager will annually review a random sample of PSSF contracts for quality control purposes.
PSSF Family Reunification	<p>Promoting Safe and Stable Families [PSSF] Family Reunification Funds are designed to support services that help children, where</p>	<ul style="list-style-type: none"> Individual, group, and family counseling Family team meeting facilitation services 	<ul style="list-style-type: none"> Payments for client fines or fees imposed due to illegal activities 	<ul style="list-style-type: none"> DHS encourages Decat projects to require contractors to submit quarterly progress reports to the Decat project 	<ul style="list-style-type: none"> These funds are awarded on a Federal fiscal year basis [October 1- September 30]

	Program Purposes	Examples of Allowable Programs/Services	Examples of Non-Allowable Programs/Services	Reporting Requirements	Funding Methods
	<p>appropriate, return to families from which they have been removed, or be placed for adoption or legal guardianship.</p> <p>Federal regulations describe and define this program's purposes as: "Services and activities that are provided to a child who is removed from the child's home and placed in a foster family home* or child care institution** and to the parents or primary caregiver of such a child, in order to facilitate the reunification of the child safely and appropriately within a timely fashion, but only during the 15-month period that begins on the date the child, pursuant to 475[5] F*** is considered to have entered foster care.</p> <p>*Foster Family Home- means a foster family home for children that is licensed by the state in which it is situated or has been approved by the agency of such state having responsibility for licensing homes of this type, as meeting the standards established by the state for such licensing.</p> <p>**Child care institution- means a private child care institution, or a public child care institution which accommodates no more than twenty-five [25] children which is licensed by the state in which it is situated or has been approved by the agency of such state responsible for licensing or approval of institutions of this type, as meeting the standards established by the state fro such licensing.</p>	<ul style="list-style-type: none">▪ Intensive family reunification program services▪ Parenting education programs▪ Skill building and instruction for parents and children to enhance functioning and adjustment▪ Family budgeting programs▪ Parent aide support programs▪ Crisis child respite care to support and maintain family reunification▪ Inpatient, residential, or outpatient substance abuse services▪ Mental health services▪ Domestic violence intervention and support programs▪ Temporary child care and therapeutic services for families, including crisis nurseries▪ Transportation support to promote access to any of the services described above	<ul style="list-style-type: none">▪ Case aide support positions▪ Shelter care costs▪ Decat coordinator or clerical support positions▪ Expenses associated with a child's out-of-home placement▪ Fiscal agent fees or fiscal costs not directly associated with expenses incurred by a service provider in the delivery of an allowable program or service	<ul style="list-style-type: none">▪ The BDPS PSSF program manager does not need to receive copies of these reports▪ Decat projects need to submit a copy of the final report s from their Family Reunification programs to the BDPS PSSF program manager Jo Lerberg	<ul style="list-style-type: none">▪ All this funding must be obligated and actually expended for program/service activities by September 30 of the fiscal year▪ DHS allocates PSSF funds to the service areas▪ No advance payment of contract amounts is permitted with PSSF funds, as is permissible for decat contracts with a contract value of \$10,000 or less funded with state or TANF dollars▪ Unspent PSSF funds do not carryover to the decat project to whom they were allocated

	Program Purposes	Examples of Allowable Programs/Services	Examples of Non-Allowable Programs/Services	Reporting Requirements	Funding Methods
	<p>However this term does not include:</p> <ol style="list-style-type: none"> 1. Detention facilities 2. Forestry camps 3. Training schools 4. Or any other facility operated primarily for the detention of children who are determined to be delinquent <p>*** Date Child is Considered to Have Entered Foster Care- The child shall be considered to have entered foster care on the earlier of either:</p> <ol style="list-style-type: none"> 1. The date of the first judicial finding that the child has been subjected to child abuse or neglect, or 2. The date that is 60 days after the date on which the child is removed from the home. <p>The 15 month time date begins with the date of the child's initial placement. Services may be provided to a child or family of a child who has returned home and is at risk of replacement <u>only</u> if services are provided within 15 months of the date of the initial placement.</p> <p>Services for families who have not had a child in placement within the past 15 months would <u>not</u> be eligible for payment with these funds.</p>				
CJJP	The Division of Criminal and Juvenile Justice Planning [CJJP] in the Department of Human Rights administers several Federal funding	<p>Enforcing Underage Drinking Laws:</p> <ul style="list-style-type: none"> Programs to reduce underage drinking Alcohol usage prevention programs 	<p>Non- Allowable Activities In All CJJP Programs:</p> <p>All funded programs must be consistent with the relevant</p>	Progress reports for CJJP are due on a quarterly basis. Due dates for these reports are listed below:	<ul style="list-style-type: none"> CJJP funds are allocated to Decat projects on a federal fiscal year basis [October 1- September 30]

	Program Purposes	Examples of Allowable Programs/Services	Examples of Non-Allowable Programs/Services	Reporting Requirements	Funding Methods
	<p>streams designed to make a positive impact on Iowa’s child welfare/juvenile justice system. These federal funding streams are made available to CJJP from the Federal Office of Juvenile Justice and Delinquency Prevention [OJJDP] and include the following:</p> <ul style="list-style-type: none"> ▪ Juvenile Accountability Block Grant [JABG] ▪ Enforcing Underage Drinking Laws [EUDL] ▪ Juvenile Justice Delinquency Act [JJDA] Formula Grants ▪ Juvenile Justice Delinquency Act [JJDA] Title V <p>CJJP combines the majority of Iowa’s share of these federal funding streams into one “pot” to create the Child Welfare/ Juvenile Justice Youth Development Program [CW/JJYD]. This blended funding is then allocated by CJJP among the decat projects whose governance boards are responsible for making plans for the use of these funds to best meet local needs.</p> <p>The funds are allocated among Decat projects based on each project’s proportion of Iowa’s population of children ages 5-17. To receive their allocation amount, a Decat project must have their annual CW/JJYD plan approved by CJJP. For FY2006, CJJP allocates approximately \$1.9 million among the Decat projects.</p> <p>CJJP adopted this allocation plan because of recognition that effective child welfare and juvenile justice</p>	<ul style="list-style-type: none"> ▪ Illegal sales of alcohol to minors enforcement programs <p>Juvenile Accountability Block Grant JABG funds must be spent on programs that fit into one of the Federally-defined JAIBG purpose areas listed below:</p> <ul style="list-style-type: none"> ▪ Purpose Area #6- Training- for system officials to better deal with juvenile crime. ▪ Purpose Area #8- Drug Courts-court supervision and interventions to work with juvenile drug offenders. ▪ Purpose Area #10- Information Sharing- using technology to share information to promote improved decision-making on juvenile offenders. ▪ Purpose Area #11-Accountability Based Programs-programs to reduce recidivism for youth referred by law enforcement. ▪ Purpose Area #12- Risk Assessment-efforts to develop risk assessment tools for juvenile offenders. ▪ Purpose Area #13- School-Based Accountability Programs- programming to enhance school safety. ▪ Purpose Area#15- Court-Based Accountability Programs- programming that allows the juvenile court the ability to hold juvenile offenders more accountable and reduce recidivism. <p>JJDP Act Formula Grants- These funds must be expended on programs that fit into the following program area:</p> <ul style="list-style-type: none"> ▪ Juvenile Justice System Improvement- Programs and research to improve 	<p>program or purpose areas and be approved by CJJP staff. All funded programs must report performance information relevant to the funding stream utilized. A detailed listing of required performance measures is available through CJJP staff {Dave Kuker, Steve Michael, and Eric Sage}.</p> <p>Non-allowable fiscal expenses include:</p> <ul style="list-style-type: none"> ▪ Fiscal agent fees ▪ Paying client fines or fees imposed due to client illegal activities 	<ul style="list-style-type: none"> ▪ 1st Report- January 30 ▪ 2nd Report- May 1 ▪ 3rd Report- July 31 ▪ 4th Report- October 30 <p>Note: 2nd and 4th Reports must contain specific performance information. 4th Report is cumulative.</p> <p>CJJP staff provides the Decat projects with the report formats; these reports are submitted electronically.</p>	<ul style="list-style-type: none"> ▪ CJJP staff receive copies of all contracts and their fiscal staff provide for all funding made available to Decat projects under the CW/JJYD initiative ▪ Providers of programs funded by CJJP submit their billings and documentation to Decat projects who then submit the claims to CJJP who review and resolve problems before approving provider payment ▪ Payment is made on a reimbursement basis ▪ Unspent funding does not become part of a Decat project’s carryover

	Program Purposes	Examples of Allowable Programs/Services	Examples of Non-Allowable Programs/Services	Reporting Requirements	Funding Methods
	<p>collaboration begins at the local level. The primary goal of the CW/JJYD program is to promote positive youth development by helping communities provide their children, families, neighborhoods, and institutions with knowledge and opportunities to foster healthy and nurturing environments that support the development of productive and responsible citizens.</p> <p>1. Juvenile Accountability Block Grant [JABG]- This federal funding program is designed to help states implement programs that promote greater accountability for clients in the juvenile justice system. These programs goals are to: reduce juvenile delinquency, improve the juvenile justice system, and increase accountability for juvenile offenders. Decat governance boards must describe in their annual CW/JJYD plan how they undertook needs assessment and community planning and how they propose to spend their allocation of JABG dollars.</p> <p>2. Enforcing Underage Drinking Laws [EUDL]- This federal funding stream is designed to enhance creation of and support for programs which target underage drinking and build capacity to address this problem through a positive youth development approach. The goal is to reduce the availability of alcoholic</p>	<p>juvenile justice practice and policy on a system-wide basis.</p> <p>JJDP Act Title V- These funds must be expended on programs that fit into the following program area:</p> <ul style="list-style-type: none">▪ Delinquency Prevention- Programs that reduce the potential of youth being referred to the juvenile court activities and programs.			

	Program Purposes	Examples of Allowable Programs/Services	Examples of Non-Allowable Programs/Services	Reporting Requirements	Funding Methods
	<p>beverages to minors and the consumption of alcohol by minors. Decat projects receiving these funds must involve education and law enforcement representatives in their community planning and incorporate programs to enforce underage drinking laws in their CW/JJYD plan.</p> <p>3. JJDP Act Formula Grants- This federal funding is used to support programming and activities that allow Iowa to remain in compliance with the JJDP Act. Programming ranging from prevention through court-based sanctions can be supported with Formula Grant funding.</p> <p>4. JJDP Act Title V- This is the federal funding stream commonly referred to as the “Community Prevention Grants Program”. The purpose of the program is to focus on reducing risks and enhancing protective factors by supporting research-based prevention programs, thus preventing youth from entering into the juvenile justice system.</p> <p>This funding offers incentives to encourage communities to develop comprehensive community plans to prevent delinquency. Decat governance boards serve as the required multi-disciplinary planning teams that direct this funding at the local level.</p>				